

## **SWP3 SUMMARY - INSTRUCTIONS**

1. Property Address is the street address as listed in the development permit application.

Legal Description is the property as listed on the County Appraisal District webpage: ([www.traviscad.org](http://www.traviscad.org)) and the development permit application.

**\*\*NOTE\*\*** Builders of multiple homes within the same subdivision must provide a completed SWP3 Summary Form with each separate Development Permit application submitted

2. Where will the SWP3 be physically stored onsite? If the site is inactive or does not have an appropriate on-site location, please describe the location and address where the SWP3 will be kept.
3. For SWP3 Type, select one of the three options:

a.) A new SWP3, prepared for this project

*If the project is less than 5 acres, please provide the date that the project CSN was created; if the project is more than 5 acres, also provide the date when the project NOI was submitted to TCEQ.*

b.) Use of an existing SWP3 prepared by the same Operator

*If the project is less than 5 acres, please provide the date the original CSN was created and when the SWP3 was revised; if larger than 5 acres, also provide the date of the original NOI and when the NOC was submitted to TCEQ. If a small site is now designated as a large site due to the inclusion of the new acreage, please provide the date the new CSN was created and when the NOI was submitted to TCEQ.*

c.) Use of an existing SWP3 prepared by a different Operator

*If the project is smaller than 5 acres, please provide the date that the CSN was created and when SWP3 was revised; if larger than 5 acres, also provide the date the NOI was submitted to TCEQ. **\*\*NOTE\*\***: The name and documentation of approval from the original SWP3 Primary Operator (contracts, signed agreements, etc.) must be submitted for this option.*

4. Provide the Name, Company, Position and Qualifications of the person who prepared the SWP3 document.

Provide the Name, Company, Position and Qualifications of the person(s) who will complete the SWP3 inspection reports.

**\*\*NOTE\*\*** The following certification requirements take effect on February 14, 2014:

- SWP3 document Preparers must be CPESC Certified, or hold a P.E.
- SWP3 Inspectors must be CPESC, CESSWI, CESIC Certified or hold a P.E.

5. Estimated construction start and end date are estimates only and should be as close to the actual dates as the applicant is able to estimate.
6. Owner refers to the owner of the real property the proposed project is located upon, as listed in the development permit application.
7. Primary Operator refers to the person or persons associated with a construction activity that meets either of the following two criteria:
  - (A) The person or persons have operational control over a site plan, construction plan, and specifications, including the ability to make modifications to those plans and specifications; or
  - (B) The person or persons have day-to-day operational control of those activities at a construction site that are necessary to ensure compliance with a storm water pollution prevention plan (SWP3) for the site or other permit conditions (e.g., they are authorized to direct workers at a site to carry out activities required by the SWP3 or comply with other permit conditions).
8. *Please upload the completed SWP3 Summary and all other required documentation in PDF document format to your MyPermitNow.org account*